

Daemen College  
Office of Information Technology



June 13, 2019  
9:00 a.m. – 3:15 p.m.  
Business Building

9:00 – 9:30	Breakfast & Registration		B107/109
9:30 – 9:50	Welcome Introduction	Kelly Duran	B107/109

**Session I (60 min) (choose from the following):**

9:55 – 10:55	Basic Excel	Dave Balcerzak	B202
	Booking/Hosting Zoom Meetings	Ann Kelly	B101
	Advanced Gmail	Matt Biehl	B204

**Session II (60 min) (choose from the following):**

11:00 – 12:00	Blackboard ULTRA Experience	Peter Schilke & Chris Pack	B202
	Self-Service Panel Discussion	Ryan Ackley	B103
	Google Drive/File Stream	Charles Gibbs	B204

## **Session Break (60 min):**

**12:00 – 12:55 Join us for LUNCH!**

**B107/109**

## **Session III (60 min) (choose from the following):**

**1:00 – 2:00**

**Accessibility Essentials**

**Peter Schilke & Tom  
Wojciechowski**

**B202**

**Popular Mobile Apps**

**John Zaepfel**

**B103**

**MyDaemen Tools**

**Alex Chichester**

**B204**

## **Session IV (60 min) (choose from the following):**

**2:15 – 3:15**

**To Be Determined**

**To Be Determined**

**To Be Determined**

These sessions will be duplicates of sessions run earlier in the day. **Cast your vote before 12:30PM** for the sessions you wanted to attend but couldn't because of another workshop: [daemen.edu/TOTvote](https://daemen.edu/TOTvote)

\*Schedule is subject to change